

SECRET

31 October 1969

MEMORANDUM FOR: Director of Medical Services

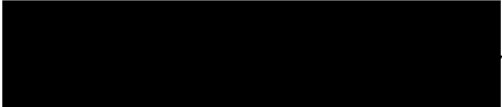
SUBJECT : Centralized Clinical Advisory Activities

REFERENCE : Your Memorandum, Subj as above, dtd 9 Oct 69

1. A review of the activities of the PA/OMS, A-SA/CA and the Registrar has been completed. It is recommended that the functions and duties now performed by the PA/OMS and the A-SA/CA be combined and identified as being the responsibility of one office which would be designated as a new permanent function within OMS. While it is recognized that such office would of necessity work closely with the Registrar, a change in function or in organizational location of the Registrar does not seem appropriate at this time.

2. It is proposed that the office continue to be known as the Office of the Professional Advisor. The position of Special Assistant for Clinical Activities would be redesignated as the Special Assistant to the Professional Advisor (SA/PA). Secretarial service would be provided by the secretary now currently assigned to PA/OMS.

3. The office would continue to report to D/MS. The duties and responsibilities of PA/OMS and SA/PA are outlined in separate attachments. They are however essentially those duties previously established for PA/OMS and A-SA/CA/DMS.


Professional Advisor
Office of Medical Services

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Attachments:

1. Duties of PA/OMS
2. Duties of SA/CA
3. Memo for PA/OMS from A-SA/CA,
Subj as above, dtd 30 Oct. 69

cc with atts:

DD/MS
ExO/OMS
A-SA/CA

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